

# Welcome to

# CAMP WILD

## At

## Lake Wilderness Park



*Maple Valley Parks & Recreation*  
**2016**  
*Summer Day Camp Program*  
*Parent Information Handbook*

Camp Sponsor

# **PRO-TOW**

# CAMP WILD

The goal of **CAMP WILD** is to offer quality, age appropriate, well supervised activities that will create a positive community environment in which all campers can interact and grow.

## GENERAL INFORMATION

### Visits to **CAMP WILD**

All visitors must check in with the Camp Director before visiting campers.

### Rainy Days at **CAMP WILD**

Camp will be held rain or shine. For inclement weather, please dress your child in a raincoat, sweatshirt, etc. A change of clothes should be sent with the child on these days.

### Things NOT to bring to **CAMP WILD**

Camp Wild promotes group unity, cooperation, and teamwork. In an effort to help achieve this, we ask that campers **not** bring videogames, magic cards, **cell phones**, playing cards of any kind, or any other item that may detract from the scheduled activities of the day. If these items are brought to camp the Camp Director will hold them for the day. We also ask that you do not send money with your children on the field trips. We will provide for extra expenses that arise on that day. It should also be noted that the possession of knives or any kind, fireworks, matches, tobacco, alcohol, drugs or any firearms will result in expulsion from camp without a refund and referral to the local police department.



**W** – Wonder

**I** – Imagine

**L** – Learn

**D** – Discover

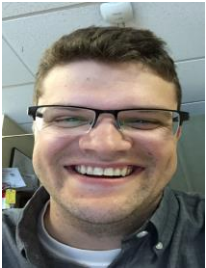
### Publicity

Throughout the summer, the opportunity may present itself that your child's picture may be taken for the newspaper or other publicity reasons. It will be assumed that the parent condones this practice unless in written note stating otherwise is received with your registration.

## 2016 CAMP WILD Staff

Maple Valley Parks & Recreation hires only the best staff available to run our incredible summer day camp! They are all well trained and have experience working with kids.

Hello, my name is Nick Patrick and I want to welcome everyone to another fun-filled year of Camp. I look forward to an exciting first year as **CAMP WILD** Day Camp Manager. Your kids may know me as Boo Boo from last year! I graduated from Eastern Washington University with a degree in Recreation Management and have worked with various camps for the past 8 years. My staff and I have worked hard to create new experiences for our campers while still maintaining the same organization and community that you have come to love. I am excited to provide a great variety of themed weeks this summer in order to offer each child something they will love. Here's to the promise of a great summer to come! See you there!



2016 Day Camp Manager  
Nick Patrick  
City of Maple Valley  
Parks and Recreation

## Camp Details

### Day Camp Hours:

9:00 a.m. to 4:00 p.m.

Extended Care Hours: 7:30 a.m. to 9:00 a.m. and

4:00 p.m. to 5:30 p.m. (Additional fee applies)

**Camper Ages:** 6 - 11 years

### Fees:

2016 Camp - \$200 per week, per camper. Week 2 is \$160 - no camp on Monday, July 4th

Extended Care Options - The fees below apply per camper:

- If you need before care from 7:30 am to 9:00 am, the fee is \$35/week
- If you need after care from 4:00 pm to 5:30 pm, the fee is \$35/week.
- If you need both before and aftercare the fee is \$55/week.
- If you need a drop-in care, the fee is \$25/day

### Registration:

Registrations will be accepted on a first-come, first-served basis, beginning March 11, 2016. A completed registration form and camper profile will need to be completed for each camper. Payment in full is required for the first week of camp you are registering for. A non-refundable deposit fee of \$50 per camper is required for each additional week of camp you register for. The \$50 deposit fee will be applied toward the camp fee. The outstanding balance for the space held is due **TWO WEEKS** prior to the start of camp session you have reserved.

**Balances not paid on time will result in loss of deposit and camper's space reserved. NO EXCEPTIONS.**

Payment can be made in cash (exact amount), by check (Made out to the City of Maple Valley) or credit card (Visa or MasterCard). Registrations options are; in person, by fax to 425-432-9974. If you would like to register in person our office is at the Lake Wilderness Lodge in Lake Wilderness Park.





The office hours are 8am-6pm Monday through Wednesday, Thursday and Friday from 8am-5pm. If you would like to fax in your registration and camper profile our fax number is 425-432-9974. On the registration form place your credit card information in the box at the bottom of the form. Registrations will not be processed without payment. If you are mailing in your registration and camper profile please use our mailing address: 22500 SE 248<sup>th</sup> St, Maple Valley, WA 98038.

### **Refunds:**

No refunds will be issued without written doctor's permission to withdraw from camp. The registrant is entitled to a 100% refund, or a credit to his/her account, in the event that the Maple Valley Parks & Recreation cancels camp.

### **Drop-Off and Pick-Up Procedures:**

Children may be dropped off at 9:00 a.m., and picked up at 4:00pm. (Additional fees apply for extended hours which include 7:30 to 9:00 a.m. and 4:00 to 5:30 p.m.) Please let the staff know if you will be picking your child up earlier than 4:00pm. Children are **not** permitted to leave with anyone whose name is not on file as authorized to pick-up the child. Our staff may ask to see an ID to verify identification.

**Changes to the persons authorized for pick up will not be permitted by phone or hand written note.**

*Camper **MUST BE** escorted and signed in and out by a parent/guardian or an authorized, responsible adult. Please leave a daytime telephone number if it is different from that in our permanent file.*

### **Late Pick up Policy:**

1. It is the responsibility of the parent/guardian to provide the appropriate contact numbers of any and all persons who are authorized to pick up their child. If for some reason the parents/guardians know they will not be able to be there by 5:30 pm, it is their responsibility to have a backup plan in place. For the safety of the camper - no day of phone calls with pick up changes will be accepted. Please plan ahead.

2. As of August 13, 2014 a late fee of \$5.00 per child will be assessed after a grace period (first 5 minutes) with an additional fee of \$1.00 per child for every minute after the grace period. An invoice will be given to the late parent/guardian upon arrival or sent via email that evening indicating the fee and stating it must be paid in full before a camper will be permitted to participate in the next day of camp. No payments can be accepted by camp staff. Please pay in the Parks & Recreation office.

3. If Camp Wild staff has not been contacted and is unable to reach anyone at any of the contact numbers provided by the parent/guardian, and one-half hour has elapsed after camp has ended at 4:00pm or aftercare has ended at 5:30; Camp Wild staff will unfortunately need to call outside authorities such as the local police to investigate. An additional past-due fee of \$5 per day will be added each time City staff must re-invoice you. Any fees not paid by the end of the camp season will jeopardize your family's participation all Parks & Recreation programs including attending Camp Wild.

4. When a parent/guardian is 15 minutes late staff will attempt to call all emergency contact numbers on file, including parents or guardians at home, work and cell phone as provided by parent/guardian on the child's registration form. It is the parents/guardians responsibility to personally keep the Camp Wild Manager informed of any changes in these contact numbers.

5. Parents/guardians, who are involved in custodial situations or those who wish to have someone other than them pick up their child, are required to put this information in writing and speak to the Camp Manager in person.

6. Under all circumstances, the staff of Camp Wild shall not hold your child responsible in any way for being picked up late. All discussion of this issue will only be with the parent or guardian and never with your child.

### **Lunch/Snacks:**

**CAMPERS NEED TO BRING A PAPER BAG LUNCH AND SEPARATE SNACK TO CAMP EACH DAY.**

Lunches should be clearly marked with the child's name and will be refrigerated if needed. Please include utensils if necessary. All items should be disposable.

*Day camp staff is not permitted to provide or administer sunscreen. We suggest you teach your child how to apply sunscreen properly, as campers are allowed to apply it to each other.*

### **What to Bring and Wear:**

We ask that you send your child to camp in play clothes and have him/her wear tennis shoes. All items must have their name clearly marked. Campers should bring extra clothes suitable for a change in the weather (i.e. jackets, sweatshirt etc.) Camp staff will make every effort to get clothing back to your child. All unclaimed clothes will be put into the camps Lost and Found. It is your responsibility to report lost articles and to pick them up. A camp bag will be provided along with a checklist of required daily items. **Please be sure to apply sunscreen to your child each day before coming to camp when the weather is warm.** It is suggested that your child bring sunscreen to camp on warm days to help protect him/her from the sun's harmful rays.



### **Field Trips:**

Each week we will feature up to two field trips.

Transportation will be provided on a bus. Staff will

not be responsible for the personal transportation of campers under any circumstance.



### **Volunteer Program**

Parent volunteers/chaperones are welcome to assist with field trips and weekly activities. Please contact the Camp Manager for more information. All adult volunteers/chaperones will require a background check before participating in or assisting with any camp activity. A background check authorization form is available through the Maple Valley Parks & Recreation Dept.

### **Camp Location**

Lake Wilderness Lodge & Park

22500 SE 248<sup>th</sup> Street, Maple Valley, WA 98038 Phones: 425-432-9953

### **Illness:**

Children who are ill (with or without a temperature) or are unable to participate in regular activities should not come to camp. If your child has a fever, active rash, nausea, diarrhea, sore throat, and stomach pain or has had any of these symptoms within the last 24 hours before camp, he/she is probably not well enough to participate in the daily camp activities.



If a child becomes ill while he/she is in our care, a parent/guardian will be notified and asked to pick up the child. Symptoms such as vomiting, severe coughing, diarrhea, lice or red spots will require removal of the child from the camp setting. Parents should establish an alternate plan for each child if they are unable to pick up a sick child or if they cannot be reached by telephone during the workday.

Parent/Guardians will be asked to fill out a Camper Profile Form to keep on file. In the event of an accident, parents will be notified immediately. If a parent cannot be reached, the physician in the child's records will be called and/or emergency action will be taken. (See emergency procedures)

## **Safety:**

**Our number one concern is safety.** Parents are required to read the following guidelines and discuss and or explain them to their child. Maple Valley Parks & Recreation wants your child to have a positive experience at camp this summer. A thorough review and complete understanding of these guidelines are necessary to make this happen.

## **Injuries:**

Our staff will treat minor injuries and parents will be notified at the time of pick-up. If Day Camp Staff recommends further medical treatment for the child, the parent(s)/guardian will be notified immediately and/or 911 will be called.

## **Emergency Procedures:**

**In case of a serious injury or illness, the following procedures will be followed:**

- Call 911
- Administer First Aid/CPR per training & policy
- Contact parent/guardian or emergency contact
- File Accident/Medical Report

## **Medication at Camp:**

All camp staff members are certified to perform lifesaving first aid and CPR.

**Staff is not permitted to administer medications of any kind to campers.**

This includes; sunscreen lotion, prescription or non-prescription medication, Tylenol, cough medicine, allergy medicine, suntan lotion, etc. If your child takes medication regularly or for a temporary condition, those medications must be brought in the original container and be clearly labeled with the child's name and description of medication, physician and dosage. Parent(s)/guardian must have a physician complete the Day Camp Medication Form which will be kept on file. Children must be in

possession of their own medication and/or sunscreen lotion and must be able to administer it themselves.

## **Severe Allergies:**

CPR & first aid certified staff will provide "assisted injections of medications" ONLY in life-threatening situations and according to the procedures established in the pre-camp consultation with parents and camp staff.

**Camp Staff is not permitted to administer medications of any kind to campers**



Parents of campers with potential life-threatening allergies and the child's physician must complete and sign the supplemental **"Emergency Care Authorization Forms"** which can be found in the Severe Allergy Medical Packet which is available in the Parks & Recreation office. The final aspect of the process will include a meeting between the parent and two members of the camp staff to review the procedures and process involved in providing care during a life-threatening emergency. **This parent/leader training session is the responsibility of the parent to schedule a time and day with the camp director at least 5 days prior to the child's first day at camp.**

### **Special Needs:**

A Parent/Guardian must notify the Maple Valley Parks & Recreation Department of any special requirements or physical limitations of their child at the time of registration. In some cases, a doctor's approval may be required. Enrollment may be denied if after consultation; the Camp Director or Recreation Manager assesses that the needs of the child exceed the abilities of the staff to provide within reasonable accommodation, unless the parent or their assigned adult agent can provide the necessary accommodation. Any child with special needs must contact Mark Ratcliffe, Recreation Manager a minimum of 7 days prior to registering [mark.ratcliffe@maplevalleywa.gov](mailto:mark.ratcliffe@maplevalleywa.gov). Note: The camp staff to camper ratio is one staff for every ten (10) campers. Some special needs campers may be required to provide an attendant or the parent may stay with the child.

**Note: The camp staff to camper ratio is one staff for every ten campers. Some special needs campers may be required to provide an attendant or the parent may need to stay with the child.**

In extreme cases the City of Maple Valley's Camp Wild will be unable to provide the proper environments and/or conditions to permit enrollment.

### **Camp Organization:**

Each week of our Day Camp is based on a theme and includes many related activities. In addition each week will include theme based special speakers, field trips, hands on experiences, outdoor games, scavenger hunts, snacks, craft projects and a swim in Lake Wilderness (weather permitting). We'll explore the arboretum and many trails in and around the park.

### **Discipline:**

Discipline is a key factor and necessary in organizing and maintaining a group of children. Certain limitations and guidelines will be set and enforced in order to have a successful Day Camp Program. In all matters of discipline, staff will attempt to communicate with children and re-direct activity through a variety of strategies. Although consistent routine and program organization should keep disciplinary measures to a minimum. Maple Valley Parks Staff reserves the right to dismiss any child, regardless of ability or special needs, who is in their discretion, having continued adjustment problems and is unwilling or unable to abide by the camp rules and guidelines. Misbehavior on field trips could result in your child not being permitted to attend the next field trip.

### **Discipline procedure:**

Should any child behave in a manner that threatens the safety of themselves, fellow campers or staff, they may be immediately dismissed from the program without a refund.



Campers will be advised of their expected behavior at the beginning of each new week of camp and reminded of the rules throughout the week. Camper rules are as follows:

Staff will utilize a card system to track and award both positive and negative behaviors. Each day, campers will start off fresh and be given a chance to improve upon the previous day. The card system will be outlined as followed:

- **Green Card** - Go! You are free to participate and have fun with the group
  - **Yellow Card** - Slow Down... 5 minute cool down from the activity
  - **Red Card** - Stop! 5 minute sit out from activity and removal from next free time.
- Campers will spend either lunch or snack time inside and will participate in filling out a behavioral FYI to be sent home with parent.

Serious or unsafe misbehaviors may warrant a skip in the steps, a direct call home, or dismissal from the program. Campers receiving 3 or more red cards in a week or 5 overall may have a scheduled conference with the director and parent to discuss and form a new behavioral plan for the remainder of their camp participation. **No refunds will be provided for any dismissed campers.**



These steps are taken in order to provide a safe environment for all participating in our Day Camp Program. It is our goal to help each child develop self-control and respect for others. If you have any questions or concerns regarding this system, please contact the Camp Manager.

## Camp Leadership

- Maple Valley Parks has carefully selected staff to ensure quality supervision and experience, while providing positive encouragement for each child.
- Leaders are professionals in this field and have training, which includes CPR, First Aid and leadership skill development.
- We strive to keep Leader/camper ratio to 1:10 whenever possible.



## Daily Routine at Camp:



For an idea of what a typical day at **CAMP WILD** will look like please check out our descriptions below. As always with a large group of kids, we have to be flexible and all times are subject to change.

### **7:30 -9:00am: Before care**

**9-10am Circle Time:** Daily leader led camp fun - announcements, safety procedures, field trip overview, camp rules, silly songs, and a large group game allowing all campers to get to know each other.

**10-11am Crafts or Small Group Games:** Craft time is a time for your child to explore and use their imagination while working on a craft designed by the camp staff. Some examples of the WILD crafts we will do this year include homemade ice cream, tie dye shirts, camp scrap book, bubble art and much more! We will also use this time to play small group games working on team work, cooperation, communication and the 5 components of physical fitness.

**11-12pm Educational Speaker or Activity:** For this part of the day we like to have more engaged hands on learning activities, relating to the theme for that week. Some of these include creating super hero identities, playing large themed group games, creating science experiments, learning sustainable practices while enjoying the park and team building activities to encourage campers to problem solve and work together with all types of different people.



**12-1pm Lunch and Free Time Outside:** Campers will enjoy their lunch on the lawn by the lake while building friendships with fellow campers and their leaders. Small group games, tetherball, basketball, four square, baseball, kickball, volleyball are a few activities offered to campers at this time.

**1-3:15pm Beach Time:** Pedal boat rides, swimming, canoe rides, fishing, archery, large Slip & slide fun and some extreme sand castle building.

**3:15-4:00pm Snacks & Club Time:** Hiking, Archery, exploring the trails



around Lake Wilderness with leader led nature walks, Cooking concoctions and other leader specific planned activities. This is the time where campers will be given the choice to participate in their favorite activity until pick up.



### **4:00 - 5:30pm: After Care**

# CAMP WILD THEMES & TRIPS

Themes provide focus and direction to the daily sessions.



## Week #1 (June 27-July 1) **Amazing Race**

We are off to the races to start Camp Wild this year! For five days we will run and bounce around like crazy. The field trip will be super fun this week with the family fun center and a bunch of trampolines. The goal will to be end this race with a strong kick to the finish!!

**6/28 Family Fun Center:** There is endless fun to be had at this popular attraction! With endless laser tag, mini golf, bumper boats and Kidopolis the only problem you'll be having is where to go next! Don't forget the game tokens! There are prizes to be won!

**6/30 Trampoline Nation:** Get ready for an AMAZING time at Trampoline nation. We will be bouncing, sliding and playing zero gravity games!



## Week # 2 (\*July 5-July 8) **Happy Holidays** \*No camp on Monday July 4th

It's time to get hoppin'! In just four days of camp we will be busy with new games and a lot of fun crafts! We will also have back to back field trip days, so your kids will have plenty to talk about during this holiday week.

**7/6 Ice Skating- SnoKing:** It's time to get frozen and lace up the skates. Get ready for some slip sliding fun! Hopefully by the end of this trip the kids will have found a fun new activity or get some good practice with an old favorite.

**7/7 Boehm's Chocolate Tour:** CHOCOLATE!! Pretty much everybody loves chocolate and I'm guessing your kids do to.



Camp Sponsor

### **Week #3 (July 11-15) *Gone To the Animals***

The Pacific Northwest has so much to offer when it comes to wildlife. We will try our hand at bird watching, which should be a hoot! As well as visit a zoo and a farm for the field trips for this week. We will see and learn about tigers and cougars and get to pet a few goats.

**7/13 Cougar Mountain Zoo:** We are off to the Zoo!! We will get to experience this wild and exciting place! We'll get to see everything from Tigers to Lemurs!



**7/14 Fox Hallow Farms:** From the zoo to the farm. Fox Hallow Farms has much to offer when it comes to entertainment! From a train we can ride to a petting zoo. There is also a creek we can swim in on the premises, so don't forget to bring your swimsuits along on this trip.

### **Week #4 (July 18-22) *Have A Ball!***

As it states in the theme we are going to have a ball this week!! We will be playing so many fun new games this week! We will be running around kicking, throwing, bouncing, passing and anything else you can do with a ball this week.



**7/20 Seattle Storm Game:** It's time to go root for your Seattle Storm basketball team! The storm will be playing against the San Antonio Stars. I know our camp will be the loudest fans in the arena. Go Storm!!

**7/21 Bowling -Acme Bowl:** Going Bowling! They will have so much fun trying to get that first strike or spare or even 1 pin!

### **Week #5 (July 25-29) *Reach for the Stars!***

This week campers will explore their own creativity! It is time to get inspired! Don't worry though if you're not one for the stage we still have the usual fun camp activities!

**7/26 EMP Museum Tour:** We'll be rockin' and rollin' till we just can't anymore. This is a total music experience. We can play any instrument we want and even feel like we are in a rock band for a moment. Rock and Roll!!!

**7/29 Broadway Center-Music Man Play:** We will be a part of a group of camps that will get to see a play for the very first time before anyone else!

### **Week #6 (August 1-5) *Adventureland***

It's time to go exploring! There will be plenty to do outdoors this week as we venture around new territory. We'll hone in on our geocaching skills around the lake before putting them to the test around Marymoor Park! Don't fret if you're not a treasure hunter though, there will still be games and swimming galore!!





**8/2 Fort Nisqually Tour:** We will be heading to Tacoma to see the re-creation of the first Puget Sound European settlement, with a fort and costumed interpreters!

**8/4 Marymoor Park-Geocaching:** Who's ready for a scavenger hunt! We'll be using our GPS to find some awesome caches! Don't forget to act natural around the Muggles! Lots to do at this huge park with playgrounds and

activities galore!

## Week #7 (August 8-12) Inventors Workshop

It's time to put on those imagination hats! We'll channel our favorite inventors and creators to build some totally awesome constructions. We'll be using our 5 senses throughout the week to try some new experiences!

**8/9 Pacific Science Center:** Like Legos? We sure do! Not only will you be able to get slimy and grimy at this museum but we'll get to explore the SPECIAL exhibit The Art of the Brick! We'll get to explore the world's largest display of LEGO art ever!

**8/10 Imagine Children's Museum:** There is a lot to do at this indoor children's paradise! Climb through the Tree House, Milk the Cow in the Farm area or hangout in the Glow Zone! Never a dull moment here!



## Week #8 (August 15-19) Water World

This week we will be playing water games, obstacle courses and maybe even go a little water balloon crazy! Come join us for nothing but water fun!

**8/16 Henry Moses Water Park:** Get ready to ride the waves and splash around in the sprinklers at this kid friendly water park. Catch the last few warm days of summer as you splish & splash down the lazy river with your friends.

**8/18 Alki Beach:** we are off to West Seattle to visit the beautiful Alki beach. We will play some beach volleyball, games and swimming of course!



## Week #9 (August 22-26) Everyday Heroes

This last week of camp for the summer will be centered around Heroes, the people that put their own lives on the line to help keep us all safe. Let's explore the different Heroes that we encounter every day!

**8/23 Fire Station Tour:** We will be getting a firsthand look at a fire station and all the going on's. We will have the kids ready to ask lots of question so they can learn as much as possible from the brave men and women.



**8/25 Fort Lewis Military Museum:** The kids will get to learn all about the fort Lewis military during our guided tour. Get to see real cannons used during the war and much more!

---

*Please support our "every year" Camp Sponsor*



**Auto & Heavy Truck Repair  
24 Hr. Towing & Recovery  
24 Hr. on Site Service  
Nationwide Transport  
24 Hr. Load Services & Truck Shuttle  
Serving the Greater Seattle & Tacoma, WA Metro Areas**



**Located in Maple Valley on the MV Highway  
(SR 169 & SE 264th ST)**

**Please support MotorPlex/ProTow**

**425.413.1436**

***FOR ALL YOUR AUTO SERVICE NEEDS***